



TO: All Members of Salehurst & Robertsbridge Parish Council

The Council will meet on Monday 30 January 2023 at 7.30pm (Up to 15 minutes will be allowed at the start for public questions and comments).

Venue: **Robertsbridge Village Hall**, Station Road, Robertsbridge.

You are summoned to attend (Local Government Act 1972, Sch. 12, para.10(2)(b)).

The meeting will be preceded by a short (online) presentation by a representative of the East Sussex 20's Plenty campaign.

Agenda

- 93. To receive and accept apologies and reasons for absence.**
- 94. Declarations of interest** – to receive Members' declarations of interests in accordance with the Code of Conduct adopted by the Council.
- 95. Applications for dispensation** - to consider written requests from Members for dispensation and to consider the length of time the dispensation should be granted for i.e. as a one-off relating to a matter on this agenda, or ongoing for a set period and relating to any agenda within that period.
- 96. Minutes of Council meetings held on 21 November 2022** – to consider and approve the minutes as a correct record of the meeting.
- 97. Matters arising from previous minutes** (items not on this Agenda – for update/info only)
 - a. Councillor Allowances (22/23-62)** – the RDC Independent Remuneration Panel have now issued their final report on their review of Parish Members' allowances for the period 2023 to 2027. Their recommended amount for a Parish Basic Allowance (should a Parish Council resolve to pay one) is £245, with no distinction between Chairman and all other Members. (S&R Parish Council resolved in 2018 not to pay a Basic Allowance to any Members).
 - b. RDC Strategic CIL Allocations Expression of Interest (22/23-61e)** – letter received from RDC advising PC Expression of Interest for funds towards lighting upgrades would not be taken forward to a full funding application. See RDC letter (published).
 - c. Emergency Plan (22/23-64)** – consultant contacted, currently no further progress.

- d. **Play Equipment repairs / upgrades (22/23-66)** – in progress – awaiting further action by Clerk – other matters have taken priority - repairs/upgrades cannot be done whilst ground flooded/too wet.
- e. **Legal Matters (78g; 58a)** – matters relating to registration of the lease for the Station Road car park and toilets, making the legal order, and ownership of land adjacent to the War Memorial are all progressing with the Solicitor.
- f. **Knelle / Langham Road safety improvements Match Fund Scheme application (22/23-79)** – Feasibility Study circulated; Cllr O’Hara shared it with the College and the Langham Road Residents Association. The next stage is detailed design work by East Sussex Highways.
- g. **Village Steward post (vacancy) (22/23-80)** – draft advert in progress; to be published by 3/2/23.
- h. **Condolence book (22/23-81d)** – purchase of a spare book pending.
- i. **South East Water (SEW) Community Fund (82b)** – application submitted for £30,000 towards playgrounds. Still awaiting confirmation of decision on allocation of the fund.
- j. **Pipers Field Proposals (22/23-87)** – meeting to be arranged.
- k. **High Weald AONB Management Plan Survey (22/23-89)** – comments submitted 22/12/22.
- l. **Rother District Council Consultation on Health and Wellbeing: Leisure Facilities Strategy (22/23-90)** – comments submitted 20/12/22.

98. **Casual Vacancy** – Clerk to update on the position regarding the vacancy and Members to consider the resulting vacant roles and appointments to fill them:

- a. **Transport Working Group Member**
- b. **Lead Member for Health**
- c. **East Sussex Association of Local Councils Representative**
- d. **Planning Committee Member**

99. **Council Organisational Review (David Carden Report)** – following postponement of the Visioning Day (21 January) by David Carden (DC) due to a family bereavement, Cllr Todd to update on DC position. To discuss and agree a new date.

100. **Lighting upgrades / Borrowing Approval** – to receive the report by Cllrs Todd and O’Hara on progress with the loan and project, and to consider additional expenditure for changes to lights within the Conservation Area, as detailed in the report (published).

101. **Accounts and Financial Matters**

- a. **Receipts and Payments lists** – to receive/approve lists for November and December 2022 (published).
- b. **Finance Working Group (FWG)** – to receive and note the Notes of Meeting 16/1/23 (published) and consider recommendations covered below (see items 101 i to iv)

- i. **Transfer of Funds** – to approve transfer of £25,000 from Unity Trust Bank to Cambridge & Counties Bank.
 - ii. **Further (third) Banking Institution** – to approve in principle opening an account with a third bank, in order to protect funds under the FSCS; details to be confirmed approved at the next PCM on 20 March 2023.
 - iii. **Budget Monitoring 22/23** – to consider the recommendation of the FWG to approve the budget virements made to date and to move £5,000 for the Knelle/Langham Road Match Fund Scheme to an Earmarked Reserve.
 - iv. **Budget / Precept 23/24** – to consider the Draft Budget / Precept (published) and the recommendation of the FWG (see FWG Notes, 100b above) to agree a Precept of £116,912 for 2023 / 2024.
- c. **Request for Donation/Grant** – to consider a requests from:
- i. **Battle Area Community Transport (BACT)** - to reconsider a donation towards their running costs (previously published) following questions by Members regarding the financial position of the organisation. To note support for a donation by the Fyfe family, after their voluntary work on refurbishing the Cemetery pavilion.
 - ii. **South East Communities Rail Partnership** – to consider a request for £200 towards floral displays at Robertsbridge Station, to be organised by Ross from the ticket office, with supply and help planting by the Friary Gardeners charity (published).
 - iii. **Helping Hands - Cost of Living Crisis** – to receive an update from Cllr Branford and consider allocation of funds from the £500 earmarked for Cost of Living projects.
- d. **Grant of £200 previously approved to Robertsbridge Bonfire Society (RBS) (see 22/23-68)** – to reconsider payment of the grant following confirmation by RBS that they did not have to pay for the street cleaning after the event on 19/11/22.
102. **Risk Management** – to consider approval of the current document and agree process for ongoing updates / monitoring (published).
103. **Clerks' Report** – to receive and note the report of the Clerks (published) and specifically consider the following:
- a. **Summer Event 2023** – to consider whether to not hold this year, and to concentrate on the Coronation (see next item).
 - b. **Coronation of His Majesty King Charles III** – to consider how the occasion will be marked locally. Letter received from Secretary of State for DLUHC (published).
104. **Cemetery Rules & Regulations** – to consider the revised document, as recommended by the Clerk (published).

- 105. Annual Parish Meeting (Assembly)** – this is to be held on Monday 6th March (early this year due to Ordinary Parish Elections in May). To consider arrangements and approve expenditure.
- 106. Traffic / Road / Highways matters**
- a. **Blenheim Court / George Hill safety issues** – update from Cllr Todd.
 - b. **Brightling Road speeding issues** – update from Cllr Todd on ESH temporary 30mph signage.
 - c. **Vehicle Activated Signs (VAS)** – update from Cllr Todd on progress and implementation.
 - d. **Village Gateways** – to consider whether the scheme is still required and/or financially viable, or whether the funds should be allocated elsewhere, in view of the VAS scheme having taken priority, with implementation expected soon, but costs higher than originally anticipated.
 - e. **20s Plenty Campaign** – to consider any further action following earlier presentation.
- 107. Planning Matters**
- a. **Planning Committee Meetings** - to receive and note Minutes of Meetings held 5/12/22 and 9/1/23 (previously published/circulated).
 - b. **Major planning application and resulting change of date for February Planning Committee Meeting** - to confirm change of date for the next Planning Committee Meeting to Thursday 9th February, to enable a presentation by the developer for the Station Road Application for sixteen houses and a new doctors surgery (RR/2023/27/P).
 - c. **Bishops Lane application for 44 houses (see 22/23-72b)** – to update Members on the current status and timescale for consideration by Rother District Council.
- 108. Reports / updates from Representatives to Outside Bodies and/or Lead Members**
- a. **Robertsbridge Community Association** – Cllr Palamarczuk
 - b. **Police Matters** – Cllr Palamarczuk
 - i. **Summer Road Safety Briefing Event 13/3/23, 1800-1900 hrs** – Cllr Palamarczuk will attend this virtual briefing; Members to consider any comments or questions they would like raised.
 - ii. **PCSO Monthly TEAMS meeting for Parishes**
 - d. **REG** – feedback from Christmas Capers Friday 2 December 2022.
 - e. **RALC** – the Clerk wasn't able to attend the last meeting but will circulate minutes when they are available.

A handwritten signature in dark ink, appearing to read 'K. Ripley'.

Karen Ripley (Mrs)
Clerk to the Council
25/1/23